

Kiwassa Neighbourhood Services Association

ECE and Out of School Substitutes - Childcare Programs

On call Child Minder – Family Programs

Kiwassa Neighbourhood House, a multi-service agency in East Vancouver, is expanding our on-call/casual list of childcare substitutes. We are seeking ECE-licensed staff to work in our three childcare centers, experienced Out-of-School childcare staff to work in our licensed program for 6 – 12 year olds, as well as child minders to work in our Family Programs. These are casual positions with hours that will vary between programs Monday to Saturday, and may include some evenings.

Duties:

- Guide and care for children 6 months to 12 years old.
- Maintain a healthy and safe environment for children.
- Ensure children's safety and supervision standards.
- Provide a developmentally appropriate, play centered and inclusive program for children.
- Attend to children's physical needs that may include diapering, eating and sleeping.
- Establish and maintain positive communication with families.
- Work collaboratively with program team, other Kiwassa programs and community partners.

Qualifications:

- Post Secondary education and/or Responsible Adult certificate required for unlicensed and after school programs.
- Early Childhood Education Certificate or ECE Assistant Certificate required for licensed childcare programs.
- Valid First Aid Certification.
- Experience and passion for working with children, infants and toddlers.
- Experience with and passion for creating innovative, play-centered programs for young children; experience working with children in a multicultural setting.
- Good communication skills and demonstrated ability to work in a team environment.
- Clear Criminal Record Check
- Good English language ability
- Fluency in a language other than English an asset

Hours of Work: As need arises. Hours of operation vary between programs, Monday to Saturday.

Salary: Based on qualifications and experience.

Closing Date: ongoing; applications will be reviewed as received and recruitment will continue until all positions are filled.

We thank all applicants for their interest, however only short listed applicants will be contacted.

Interested applicants are requested to submit their resumes and cover letter via email, fax, or mail to:

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